



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Amy Marie Kopia, Treasurer
ORBPAC (The Political Action
Committee of Orbital Sciences)
21700 Atlantic Boulevard
Dulles, VA 20166

MAY 19 2000

Identification Number: C00195263

Reference: Year End Report (7/1/99-12/31/99)

Dear Ms. Kopia:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule A supporting Line 11(a)(i) of your report discloses contributions received through what appears to be a payroll deduction plan. Please amend your report to disclose the amount deducted per pay period. 11 CFR §104.8(b) Please refer to the enclosed sample of properly reported payroll deductions.

-For future reporting, please be advised that only contributions to federal candidates and political committees should be itemized on a separate Schedule B supporting Line 23 of the Detailed Summary Page. Contributions to non-federal candidates and committees should be itemized on Schedule B supporting Line 29.

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Neil Evans
Reports Analyst
Reports Analysis Division

